



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY FORCES COMMAND
FORT MCPHERSON, GEORGIA 30330-6000

REPLY TO
AFLG-PR ATTENTION OF

22 July 1999

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Contracting Information Letter (CIL) 99-34

1. This CIL contains information on the following subjects:

a. Cancellation from Defense Acquisition University (DAU) Training and

b. Permanent Change of Duty Station (PCS) Moves for Army Civilian Training, Education and Development System (ACTEDS) Interns.

2. Cancellation from Defense Acquisition University (DAU) Training.

a. Hopefully, all members of the Army Acquisition Workforce (AAW) have by now completed and submitted their automated Individual Development Plan (IDP). With the introduction of the new ATRRS Internet Training Application System (AITAS) for DAU classes beginning in FY 00, each member of the AAW is now more responsible for his/her own DAU training and career development. AITAS will not allow a request for a DAU course to be entered if an approved automated IDP has not been submitted.

b. Under AITAS, a new method of canceling classes will be in effect. **Once an application for a DAU class is approved, only the supervisor can request cancellation.** If the supervisor does not request cancellation and the student is a no-show, then a report will be sent to each command with student/supervisor names, requesting justification as to why cancellation was not made. Cancellations should be made to Ms. Helen Matthews at RDAISA, DSN 931-9557. No-shows are a tremendous waste of valuable resources. The only legitimate excuse for canceling a DAU class is a personal emergency. Excessive workload is not acceptable and DOCs should work with employees and schedule courses accordingly. For additional information, please contact Clyde Thomas at DSN 367-6372.

3. Permanent Change of Duty Station (PCS) Moves for Army Civilian Training, Education and Development System (ACTEDS) Interns. Reference enclosed memo from Mr. David L. Snyder,

AFLG-PR

SUBJECT: Contracting Information Letter (CIL) 99-34

Acting Deputy Assistant Secretary for Civilian Personnel Policy,
10 June 1999, SAB. It is now policy that each ACTEDS intern
will be limited to one PCS move. Exceptions to this policy will
be granted on a case by case basis.



Encl
as

TONI M. GAINES
Chief, Contracting
Division, DCSLOG
Principal Assistant Responsible
for Contracting

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DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
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WASHINGTON DC 2031 0-0111

REPLY TO

ATTENTION OF

June 10, 1999

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Permanent Change of Duty Station (PSC) Moves for Army
Civilian Training, Education and Development System
(ACTEDS) Interns

The current Army Regulation 690-950, chapter 3, section 3-33, states that "intern travel, per diem, and moving entitlements will be kept to a minimum." Although the intent of the regulation is not to fund more than one PCS for each intern from ACTEDS, we did not strictly enforce this during Army's draw down to accommodate smooth placement of graduating interns.

Now we are once again faced with budgetary uncertainties. To preserve scarce ACTEDS intern dollars for salaries and training, we have no choice but to limit ACTEDS funding to one PCS move. Exceptions to this policy may be granted on a case by case basis where a legitimate need is demonstrated in terms of specific recruitment difficulties. The soon to be published revised Army Regulation 690-950 will contain the appropriate language. Your continued support of the intern program is appreciated.

The point of contact is Ms. Kerrie Tucker, commercial (703) 325-0995 or DSN 221-0995.

(signed)
David L. Snyder
Acting Deputy Assistant Secretary
(Civilian Personnel Policy)

Encl